

09 APR 22 P1:34



STATE PROCUREMENT OFFICE  
STATE OF HAWAII  
**NOTICE OF AND REQUEST FOR EXEMPTION  
FROM CHAPTER 103D, HRS**

1. TO: Chief Procurement Officer  
2. FROM: Defense/Hawaii Army National Guard/Facility Mgt Office

Department/Division/Agency

Pursuant to §103D-102(b)(4), HRS, and Chapter 3-120, HAR, the Department requests a procurement exemption to purchase the following:

3. Description of goods, services or construction:

Provide Preventive Maintenance (PM) service program for Period May 13, 2009 to May 12, 2010 on all ventilation equipment exhaust and supply fans (48 each), dehumidifiers (4 each), air cooled chillers (2 each) and chillwater pumps (2 each) located at Building 117, Kalaeloa.

This is the 4th year of the service program.

4. Name of Vendor: Alaka'i Mechanical Corporation

Address: 2655 Waiwai Loop  
Honolulu, HI 96819

5. Price:

\$27,720.00

6.

Term of Contract: From: 05/13/2009

To: ~~05/12/2010~~ 9/12/09 *eb*

7. Prior Exemption Ref. No.  
08-127-B

8. Explanation describing how procurement by competitive means is either not practicable or not advantageous to the State:  
The vendor is providing a special extended 5 year equipment warranty in lieu of a standard 1 year warranty. If we do not accept the extended warranty we will be responsible for the full repair costs if anything should break down.

9. Details of the process or procedures to be followed in selecting the vendor to ensure maximum fair and open competition as practicable:

Alaka'i Mechanical was the company that installed the air conditioning system and offered the extended warranty. If another company should do the preventive maintenance work the warranty will be voided.

10. A description of the agency's internal controls and approval requirements for the exempted procurement:  
Both the Facility Manager and the Fiscal Officer are required to review non-competitive contracts.

# REQUEST FOR EXEMPTION FROM CHAPTER 103D, HRS (Cont.)

12. A list of agency personnel, by position, who will be involved in the approval process and administration of the contract:		
Name	Position	Involvement in Process
Marjean Stubbert, LTC	Facility Mgt Officer	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Thomas Moriyasu	Fiscal Officer	<input checked="" type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
Wendell Windham	Bldg Const Inspector	<input type="checkbox"/> Approval <input checked="" type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration
		<input type="checkbox"/> Approval <input type="checkbox"/> Administration

13. Direct inquiries to:	Department: Facility Mgt Office Contact Name: Wendell A. Windham Phone Number: 672-1539 Fax Number: 672-1529
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Agency shall ensure adherence to applicable administrative and statutory requirements

14. *I certify that the information provided above is, to the best of my knowledge, true and correct.*


  
 Deputy Department Head

APR 22 2009

Date

Reserved for SPO Use Only	
15. Date Notice Posted <u>4/22/09</u>	
The Chief Procurement Officer is in the process of reviewing this request for exemption from Chapter 103D, HRS. Submit written objections to this notice to issue an exemption from Chapter 103D, HRS, within seven calendar days or as otherwise allowed from the above posted date to: Chief Procurement Officer State Procurement Office P.O. Box 119 Honolulu, Hawaii 96810-0119	
Chief Procurement Officer's comments:  It has recently come to our attention that the Preventative Maintenance Program was not properly procured in accordance with chapter 103D. Therefore, this approval is granted only for the period May 13, 2009 to September 12, 2009. During this time the department shall use the appropriate procurement method for the required services as needed.	

16. ☒ **APPROVED** ☐ **DISAPPROVED** ☐ **NO ACTION REQUIRED**

  
 Chief Procurement Officer Date 5/12/09